



Application ID

Application Type

Heritage and Place Programme

General Information

Organisation Information

Phone:

Organisation Type:

Contact Name

Role:

Phone:

Email:

Scheme Title

Local Authority Area

---Select One---

What will the projected total cost be to run your organisation over the next five years?

Application financial year (1 April - 31 March)



Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

List any public or private funding your organisation receives. Please give names of funding, any restrictions, and amounts.

Will your scheme be delivered or administered jointly with another organisation?

Yes

Please provide the name of this organisation.

Which category best describes the status of this organisation?

--Select One--

Please give the contact details for the organisation you are working with.

Name

Email Address

Telephone Number

Is there a Joint Delivery Agreement in place between these organisations?



Scheme Area Details

Name of Town or City (where the scheme will take place)

Area Location (approximate postcode and datazone ref. numbers)

Does the Scheme Area lie within a recognised heritage area designation?

---Select One---

Has a conservation area or area character appraisal been produced?

Has a conservation area or area management plan been produced?

Please tell us why you think the heritage in this area is important, including who values it and why, and why this area has been prioritised for funding over other conservation/heritage areas in the local authority or national park authority area.

What are the levels of vacancy affecting the commercial and residential properties in the Scheme Area? Please give details.

What is the general condition of properties in the Scheme Area, and how has the condition of properties been determined?

How many properties in the Scheme Area are listed on the Buildings at Risk Register?

Explain how the heritage of the Scheme Area is currently managed and protected, identifying any threats and potential areas for improvement, including any issues with local building materials.



Please tell us about the availability of heritage skills locally (e.g. gaps in provision and suitably qualified contractors) and whether there are any issues as a result of this that impact on management of the Scheme Area.

Describe any wider social, economic or environmental issues (e.g. unemployment, deprivation, wellbeing or climate change) that have been identified for your local area, referencing any relevant reports.

Please tell us about any local, regional, or national strategies or funding opportunities that are relevant to your Scheme Area.

Please tell us why it's important that your area receives investment now.

Proposed Scheme

Please briefly describe the repair & resilience capital projects within your Scheme Area and your priority targets.

Please list your capital project names/addresses below.

Briefly describe what formal traditional skills training activities you plan to undertake to increase the skills and capacity of those working in the heritage sector in your area.

Briefly describe what community heritage activities you plan to undertake to increase the understanding and appreciation of the historic environment in your area.

Briefly describe what Management and Maintenance activities you plan to undertake to increase awareness and facilitate better maintenance in your area.



Please tell us how you aim to use the historic environment as a catalyst for climate action. What measures will you take, including climate mitigation measures, improving energy efficiency and sustainable approaches as part of your scheme?

Tell us about the people/community who will benefit from your scheme, any engagement you have undertaken to date and any evidence you have of their interest in participating in your proposed scheme.

Outcomes

Increase understanding of and engagement with Scotland's historic environment.

Enhance communities' use of the historic environment in place making.

Strengthen the resilience of Scotland's historic environment.

Use the historic environment as a catalyst for climate action.

Increase the quality and availability of historic environment skills.

Increase economic benefits from the historic environment in a sustainable and inclusive way.

How will you evaluate the success of your project and share the learning?

Developing and Managing Your Scheme

Please tell us about your organisation's experience of delivering or managing similar programmes, outlining the levels of funding, over the last five years.



If your scheme is being delivered or administered with another organisation, please outline the roles of each organisation, and tell us about any relevant experience that makes the partner organisation suitable for this role.

Please give details of how the Area Partnership will be structured, including details of steering/working groups etc. for both the Development and Delivery phases.

Tell us which community groups will be represented on your Area Partnership.

How will you involve the community as partners in the decision making, development and delivery of the scheme overall?

Development Phase

Tell us about what you plan to do in the Development Phase of your project, or alternatively for the Delivery Phase application, tell us what you did .

Who will be responsible for undertaking each of the activities during the Development Phase?

In addition to the people responsible, please tell us about any other support your local authority will be providing in the development of your Scheme.

Proposed Development Phase start date

Proposed Development Phase end date

Please tell us about the risks to your Development Phase and how they will be managed.



How do you plan to acknowledge your grant from HES during the Development Phase?

Delivery Phase

Who will be responsible for undertaking each of the activities during the Delivery Phase?

Proposed Delivery Phase start date

Proposed Delivery Phase end date

Please tell us about the risks to your Delivery Phase and how they will be managed.

Are there any fixed deadlines or key milestones that will restrict your scheme's timetable?

Are there any legal conditions, ownership issues, restrictions or covenants associated with any of the assets which will be included in your scheme which may affect its progress?

Yes No

How do you plan to manage cash flow during the Delivery Phase of your scheme?

How do you plan to acknowledge your grant from HES during the Delivery Phase?

Please tell us how you will demonstrate commitment to the Scottish Government's Fair Work First principles whilst developing and delivering your scheme.

After your Scheme Ends



How will you maintain the outcomes of your capital projects after your scheme ends and meet any additional running costs?

How will you ensure that the skills and knowledge developed in the community/your organisation are sustained after your scheme has ended?

Please give the name of the department or post within your organisation which will be responsible for submitting post-completion monitoring returns to HES.

Scheme Costs and Funding

Please outline the costs and income for your Development Phase.



Development Cost Headings	£
Project Staff	£1
Professional Advisor Fees	£1
Consultants' Fees	£1
Materials Audit	£1
Skills Audit	£1
Community Engagement activities	£1
Evaluation	£1
Other Costs	£1
Non-cash contributions/volunteer time	£1
Full Cost Recovery	£1
Total	£10
Development Income	£
HES Grant Allocation	£1
LA Allocation	£1
Match Funding	£1
Other Income (non-cash/volunteer time/FCR)	£7
Total Income	£10
HES Grant Intervention (as % of total Development Phase cost)	10%

Please outline the costs and income for your Delivery Phase.



Delivery Cost Headings	(a) Total Cost including HES ineligible items	(b) Total HES Eligible Cost
Project Staff	£1	£1
Consultants' Fees	£1	£1
Repair & Resilience Capital Projects	£1	£1
Traditional Skills Training Activities (formal learning)	£1	£1
Community Heritage Activities (including informal learning)	£1	£1
Management & Maintenance Strategy	£1	£1
Evaluation	£1	£1
Other Costs	£1	£1
Non-cash contributions for future management and maintenance	£1	£1
Other non-cash contributions / volunteer time	£1	£1
Full Cost Recovery	£1	£1
Total	£11	£11
Delivery Income		£
HES Grant Allocation		£1
LA Allocation		£1
Match Funding		£1
Other Income (non-cash/volunteer time/FCR)		£1
Owner Contributions		£7
Total Income		£11
HES Grant Intervention (as % of total Delivery Phase cost)		9%
HES Grant Intervention (as % of total HES Eligible cost)		9%

Please tell us which sources of funding which be used to make up your Match Funding contribution for your Delivery Phase.



Project Name	Source of Funding (e.g. NLHF, Scottish Gov)	Name of Fund if relevant (e.g. RCGF, TCRF)	Amount (£)	Secured? Yes/No	If no, estimated date of decision if known	Comments
...	£0	Yes		
			£0			

Supporting Documents

Please upload your supporting documents here

Governing document

Joint Delivery Agreement

Accounts

Ownership documents

Local, regional and national strategies

Letters of support



Area Partnership Agreement

Development Phase cost breakdown

Scheme Budget Profile

Delivery Phase cash flow

Calculation of Full Cost Recovery

Calculation of non-cash contributions/volunteer time

Job descriptions

Consultants' briefs



Map of Scheme Area

Images of Scheme Area

Area Action Plan

Timetable

Area Character Appraisal

Area Management Plan

Materials Audit

Condition surveys



Management and Maintenance Strategy

Management and Maintenance Plans

Other

Declaration

This application describes the expenditure to be incurred over the proposed funding period and the planned project activities to which the grant would be applied. I certify that, to the best of my knowledge and belief, the statements made by me in this application are true and the information provided is correct.

Yes

Name

Job Title

I certify that I am authorised to make this application.

Yes